

**BEULAH FIRE PROTECTION AND AMBULANCE DISTRICT
BOARD OF DIRECTORS MEETING No. 163
March 26, 2020**

MINUTES

The meeting of the Board was held at Fire Station #1 in Beulah, CO.

Board members present were: Chair and President John Levar, Vice President Steve McLaughlin, Fundraising Coordinator Bob Thompson, and Secretary Kim Toman. Absent was Treasurer, Joni Smith. Also attending were Chief Bryan Ware and Chandra Lehrer.

Chair and President John Levar called the meeting to order at 6:30 p.m.

2. APPROVAL OF AGENDA.

There were no additions or corrections to the Agenda.

Motion was made by Bob Thompson to approve the agenda as amended, seconded by Kim Toman. Motion carried with no objections.

3. APPROVAL OF MINUTES of February 27, 2020 Meeting and March 17, 2020 Emergency Meeting

The Meeting Minutes for the March 17, 2020 Meeting were reviewed by Board Members and were approved by all attending Board Members. There were no other additions or corrections to the meeting minutes.

Motion was made by Bob Thompson to authorize Secretary Kim Toman to create the final minutes for the March 17, 2020 as presented, seconded by Steve McLaughlin. Motion carried with no objections.

Changes submitted and discussed for the February 27, 2020 Meeting Minutes by Board Members were reviewed and approved by all attending Board Members. There were no other additions or corrections to the meeting minutes.

Motion was made by Bob Thompson to authorize Secretary Kim Toman to create the final minutes for the February 27, 2020, based on the corrections and discussed changes and to approve the minutes as amended, seconded by Kim Toman. Motion carried with no objections.

4. FINANCIAL REPORT, reported by Bryan Ware

a. Account balances were not available for this meeting because Joni was absent.

b. Expense Line Item 8250, Training & Certification, current month activity is \$4,366. A portion of this expense was for a school bus extrication class. A previous payment for the class was already made by the District in January 2020. The District was the coordinator with the instructor and so, paid for this class. A portion of the class was reimbursed by City Fire, Pueblo West Fire, and Rural Fire, class attendees. The three other agencies participating in this class provided lunch. A portion of the reimbursement by attendees is shown in Revenue Lint Item 7901, Reimbursement. The remaining reimbursement is

expected to be received in March 2020. The net cost of this class to the District will be \$1,000.

Motion was made by Steve McLaughlin to accept the Financial Report, seconded by Bob Thompson. Motion carried with no objections.

5. CHIEF'S REPORT, reported by Bryan

a. As of today, there have been a total of 41 total responses; 26 EMS and 15 Fire. Of the medical calls, 20 have been transported. Call volume is down this month and is most likely because of the COVID-19 virus with people not wanting to go to hospitals to avoid the virus.

b. The old 1984 engine has been listed for sale at the price of \$10,000.

c. The Pueblo Mountain Park prescribed burn has been postponed with an unknown new date. The firm that Pueblo Mountain Park contracted with for the prescribed burns received official notification that they needed to review, update and resubmit their policies for these types of burns. This was a result of a 2019 escape, an incident where an active prescribed burn leaves the specified burn area. The District was fully aware of the 2019 escape event prior to the need for a revision of the contractor's policies.

d. COVID 19 Update – The District has established a new medical protocol that will allow responders to enforce the shelter-in-place law for patients who do not need hospital care based on a medical examination. These protocols were adopted by the Southern Colorado RETAC and approved by our Medical Director, Dr. Weber. As of today, the District has not responded on any suspected COVID cases.

e. Today, the District received 240 N95 respirators, 240 surgical masks and 30 gowns from Pueblo County Emergency Services. The District was running low on these personal protection equipment items.

f. The Old Elk Distillery will begin making hand sanitizer on Monday and will be delivering 50 gallons of the hand sanitizer to Pueblo County. Two additional gallons will be donated to the District.

g. As of today, the District has cancelled all in-person trainings. The current EMT Class being offered has been moved to a web-based/online class.

h. Due to extremely low moisture levels and windy conditions that are predicted, Pueblo County has moved to a Stage 1 Fire Restriction.

6. OLD BUSINESS

a. District Auxiliary - Update

The Barn Dance may get pushed back due to COVID 19 as well as the Garage Sale. Joni will be able to report on this more next month.

b. Fire Station Site Project and Activities – Update

There was a water leak in the apparatus bay from the exhaust of a radiant tube heater. H.E. Whitlock came and repaired that leak. They will also be coming out to fix a leak between the gutter and the side of building. Also, in spring they will finish the rest of the reclamation work. Bryan and Tom Laca are continuing to work on the far east two acres of the lot. In this area there will be a wildflower garden along with two beehives being donated by the Colorado State University Extension Office. Gretchen with the Colorado Department of Wildlife will be involved in making sure the beehives are bear-proof.

c. 2019 Audit – Resolution 2020-03

Board Members reviewed the audit exemption paperwork completed by the Garren Ross and DeNardo, the District Auditors. The audit exemption paperwork was also reviewed by the District accounting firm. There was one question about the audit figures for the loan

balances for the vehicles and the construction loan. The audit reported figures did not match the exact amortization table figures for 2019 year end. The figures were no more than \$50 different. Being a nominal amount and after reviewing the documents, the Board was in agreement to accept the audit exemption. Bryan will ask the auditors why there is a difference and report back next month. After the Resolution is approved Bryan will make sure the audit exemption paperwork gets filed with the State of Colorado appropriately.

Motion to accept Resolution 2020-03, approving the filing of a request for an exemption from audit for fiscal year 2019 was made by Bob Thompson, and seconded by Steve McLaughlin. Roll call vote was taken: John Levar – aye; Steve McLaughlin – aye; Bob Thompson – aye; Kim Toman - aye. Motion carried unanimously.

d. 2020 Election – Resolution 2020-04

Bryan presented the Board with the facts from our Election Official, Tom Mullans, there were two open positions and only two self-nomination forms turned in to Tom Mullans' office. With this fact, the Board determined that the 2020 election can be cancelled.

Motion to accept Resolution 2020-04, cancellation of election declaration deeming candidates elected was made by Kim Toman, and seconded by Steve McLaughlin. Roll call vote was taken: John Levar – aye; Steve McLaughlin – aye; Bob Thompson – aye; Kim Toman - aye. Motion carried unanimously.

e. Out of District Contract - Update

Bryan attempted to organize a meeting with Red Creek Fire to discuss the proposed Out of District Contract for Fire and EMS services with a Red Creek resident. Ms. Oldham, the Red Creek Board Chair and the Red Creek Chief, Justin Youngren, both said this was not an issue and they were not going to appeal or mediate with this resident to have the resident keep Red Creek Fire or EMS services.

Because of this issue, Bryan and John will be determining what criteria needs to be met in order for an Out of District EMS Contract to be officially accepted by the District.

7. NEW BUSINESS

There was no new business.

8. MOTION TO ADJOURN: *Motion to adjourn was made by Bob Thompson, seconded by Steve McLaughlin. Motion carried with no objections.*

Adjourned at 7:13pm

Kim Toman
Secretary, Board of Directors
Beulah Fire Protection and Ambulance District
Final

Attachments

-Agenda

-Beulah Fire Protection and Ambulance District - Statement of Actual to Budget, Jan 1 to Feb 29, 2020